

**MARICOPA COUNTY PARKS AND RECREATION DEPARTMENT  
PARKS AND RECREATION COMMISSION MEETING**  
Meeting of July 11, 2006

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<b>LOCATION:</b>	234 N. Central Avenue, Suite 6400, Parks Conference Room, Phoenix, AZ 85004
<b>COMMISSION MEMBERS PRESENT:</b>	Laurel Arndt; Celeste Hamilton; Jill Kusy; Anne Lynch; Jack Stapley; Randy Virden
<b>COMMISSION MEMBERS ABSENT:</b>	Raul Chayrez
<b>STAFF PRESENT:</b>	William Scalzo, Director; Tina Allen, Administrator; Chris Coover, Maricopa Trail Manager; Kristen Mohamed, Trails Planner; Teresa Retterbush, Eastside Superintendent; Debbie Lemon, Administrative Coordinator IV and Recorder, Rhonda Woodward, Administrative Supervisor; Roxana Rojo, Project Manager; Amelia Sowers, Human Resource Liaison; Carolyn Mayberry, Administrative Coordinator II; Kevin Costello, County Counsel

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The official correspondence and staff recommendations contained in this Commission folder are hereby entered as supportive material to the official minutes of the July 11, 2006 Parks and Recreation Commission meeting.

**PARKS AND RECREATION COMMISSION MEETING**

**ITEM # 1 – CALL TO ORDER – Jill Kusy, Vice-Chair, Maricopa County Parks and Recreation Commission**

- Vice-Chair Kusy called the meeting to order at 9:10 a.m.

**ITEM # 2 – ROLL CALL – Roll Call taken - a quorum was present.**

**ITEM # 3 – APPROVAL OF THE MINUTES OF THE APRIL 11, MAY 9 AND MAY 25, 2006 PARKS AND RECREATION COMMISSION MEETINGS – Jill Kusy, Vice-Chair, Maricopa County Parks and Recreation Commission - *ACTION ITEM***

- Motion to approve the April 11, May 9 and May 25 minutes as printed was made by Commissioner Stapley and seconded by Commissioner Arndt. Motion passed unanimously.

**ITEM #4- DIRECTOR'S SUMMARY OF CURRENT EVENTS – William C. Scalzo, Director, Maricopa County Parks and Recreation Department – *INFORMATION/DISCUSSION ITEM***

- The McDowell Mountain Park Association is donating an ATV to McDowell Mountain Regional Park and it will go before the Board of Supervisors for approval on Wednesday, July 12.
- Usery Mountain Regional Park held a camping program for the National Association of Deaf Campers.
- Lake Pleasant has held a variety of life saving events which include the donation of life jackets, and the City of Peoria Fire Department helped out with various groups. A fireworks show was held again at the Lake this year. This and other programs continue to greatly expand our customer base.

- The White Tank Mountain Regional Park entry station was burned down on June 26, and we believe it was arson. With our new entry stations being started, White Tank will be first. The new entry station facilities will have restrooms, accommodations for hosts and staff and be convenient to staff and customers.
- We have been approached and are doing some preliminary work with the Library District in regards to a joint facility at White Tank Mountain Regional Park. The building cost would be paid entirely by the Library District. They would bring in a new road to the park on state land, and the opportunity for the Park to hold larger programs. We have hired TRK, a very environmentally aware company, to work on the visitor center and amphitheater. TRK have worked with Desert Roof Structures and we would like for them to do a presentation to the Commission about using the designs by Desert Roof Structures.
- Parks is meeting today (July 11) with the City of Peoria in regards to an IGA that would assist in the building of the new Scorpion Bay Marina.
- We have been approached by two cell tower companies, for one at Estrella and one at Usery. Staff is currently managing looking into this to determine a workable site. Having cellular towers in the parks would be beneficial to our customers as well as staff.
- The Estrella Mountain Regional Park irrigation project was approved and will be started soon.
- Working with a grant from the Gila River Indian Community, we are finalizing the fence at San Tan for the entire Park to be fenced. We are working with our tribal communities on other projects as well.
- We will be going before the Board of Supervisors to request that they enter into a contract with Mohave Educational Services for installing shade structures in the Parks.
- \$100,000 was added to our capital budget, thanks to Supervisor Wilson, so we can expedite Vulture Mountain and to start on some of the necessary environmental studies that BLM requires.
- Dawna Taylor has been hired as our new Public Information Officer.
- Commissioner Arndt requested an updated list of Park Supervisor for the next meeting. Tina Allen brought in updated organizational charts prior to the close of the meeting.

Commissioner Kusy noted that Commissioner Hamilton entered the meeting shortly after the Director's Summary began and that as the Chair; Commission Hamilton requested that Vice Chair Kusy continue chairing the meeting.

**ITEM # 5 – RECOGNITION OF PARKS COMMISSION MEMBERS BY THE BOARD OF SUPERVISORS – Bill Scalzo, Director, Maricopa County Parks and Recreation – *INFORMATION ITEM***

- Mr. Scalzo noted to the Commissioners that on October 18, 2006 the Board of Supervisors will have a reception for recognition of citizens that have contributed their time to the County, and recommends that everyone attend. It would be held right before the formal BOS meeting with refreshments. Notifications will be sent out to Commission Members prior to this event.

**ITEM # 6 MASTER PLAN REPORT – RJ Cardin, Assistant Director, Maricopa County Parks and Recreation Department – *PRESENTATION/INFORMATION/ACTION ITEM***

- After giving a brief description of his background, RJ Cardin gave a PowerPoint presentation on updating the master plan for the Parks system. (PowerPoint attached)

- Assistant Director Cardin noted that the previous master plan had good components, it only goes through the 1980's. We are in the preliminary stages to secure a consultant to prepare a new master plan.
- Assistant Director Cardin thanked Kristen Mohamed, Park Planner, for doing research on various master plans from all over the country. He reviewed key items from those master plan efforts which included a long range planning tool that was comprehensive and strategic in nature, staff and public input, including being an NRPA accredited park system and providing overall system policy guidance.
- The goal is to have an integrated system which would include the comprehensive planning, internal systems planning, strategic Managing for Results (MfR), and community planning and input.
- Assistant Director Cardin asked for input and feedback from the Commissioners.
- Commissioners Stapley and Hamilton commented that they thought the department had staff that could develop the master plan. Commissioner Arndt, after reviewing the organizational chart, stated that it did not look like there was enough staff to do that work.
- The RFP will be on the next Parks Commission Agenda for the Commission to review.
- Randy Virden, Laurel Arndt and Jill Kusy volunteered to be a part of the review/steering committee for the master plan process.

**ITEM # 7 VOTE TO CONVENE INTO EXECUTIVE SESSION – Jill Kusy, Vice Chair, Maricopa County Parks and Recreation Commission – ACTION ITEM**

- Motion to convene into executive session was made by Commissioner Stapley, seconded by Commissioner Virden. All were in favor. The Commission convened into executive session at 10:20a.m.
- Room was cleared of staff to start the executive session.
- Commission open session reconvened at 10:56 a.m.

**ITEM # 8 – CALL TO THE COMMISSION**

- Mr. Scalzo introduced Erica Watts, an intern for ASU; Ms Watts is shadowing him for the day. He also noted to the Commission that for the September meeting a group that flies hydroplanes is interested in using Lake Pleasant and would like to go before the Commission.

**Item # 9 – CALL TO THE PUBLIC**

- None.

**Item # 10 – ADJOURNMENT**

- There being no further business, Jill Kusy, Vice-Chair, Maricopa County Parks and Recreation Commission, adjourned the meeting at 11:10a.m.

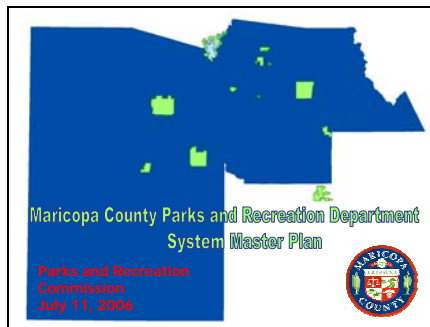
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William C. Scalzo, Director/Secretary

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Celeste Hamilton, Chair

Slide 1



The Maricopa County Parks and Recreation Department is in the process of securing a contract with a consultant to develop a Parks and Recreation System Master Plan. The last system plan was adopted by the County Board of Supervisors in 1965.

Since that time, the department has actively pursued developing specific park master plans and has used and adopted many of the guiding principals and recommendations set forth in the original plan. The Department has also continued to aggressively solicit public input and has engaged in rigorous capital, operational and strategic planning efforts, which set annual goals, objectives and performance achievement measures.




Slide 2

## Background

- 1962-1963 - Maricopa County Parks and Recreation Commission established a set of basic principles to guide Park System planning and ultimate development
- February 25, 1963 - Policies adopted by the BOS in the form of a Resolution
- December 1965 - Maricopa County Regional Parks System Plan sent to BOS for adoption
- December 18, 1978 - Policy Resolution updated by BOS

- 1- Led to a determination that development of the Regional Parks should be controlled by certain fundamental policies
- 2- Policies adopted in the Resolution serves as the foundation of the System Plan

Slide 3



### 1965 System Plan - Volume I


- Establishes Purposes, Goals, and Policies
- Studies population profile and projections to 1980
- Proposes recommendations based on needs analysis by activity
- References general findings of supplemental studies in Vol. II
- Defines design standards for facilities design and construction
- Analyzes economic implications and sociological benefits

5- standards include campgrounds, picnic areas, parking layout, utilities, trails, roads and special facilities.

Special facilities include: Park administration facilities, interpretive and educational facilities, senior citizen considerations and the hiking and riding trail system which includes the Sun Circle Trail and makes reference to primary and secondary trails to connect to all Regional and Semi Regional Parks (pg. 105, map pg. 106).

6- economic discusses additional income and tax revenue as well as primary and secondary monetary benefits; sociological discusses qualitative values of recreation


Slide 4



### 1965 System Plan - Volume II

- Supplemental studies
- Data on specific Regional and Semi Regional Parks:
  - Archaeology
  - History
  - Geology
  - Hydrology
  - Climatology
  - Zoology
  - Botany


Slide 5



## 1965 Parks Master Plan Purpose

- "To present a clear and detailed scientific background for planning future Maricopa County Recreation facilities.
- To reflect accurately the needs and desires of Maricopa citizens who are, after all, the customers of the proposed Regional Park System.
- To submit specifications for the entire Regional System through specific proposals on standard facilities, special facilities and design criteria.
- To prepare a solid, workable foundation for creation of Master Plans for individual parks.
- To analyze the long range effects of the Regional Park System from a sociological and economic point of view."


Slide 6



## Master Plan Purpose

- "A long-range planning tool to provide a sound approach for providing accessible parkland in the future while addressing other environmental, cultural and aesthetic issues that will make Glendale a more attractive, vibrant and livable City."
- "To provide a comprehensive review of Pima County's existing parks, greenways, trails and agency operations and develop a comprehensive county park system. The master plan will provide a blueprint for the creation and management of an outstanding, accessible and sustainable system of urban parks, natural resource parks, greenways, trails and recreation programs that meets the wants and needs of residents. (NRPA Accreditation)"

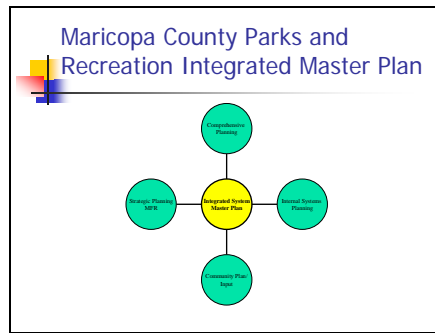
Slide 7



## Master Plan Purpose

- "The Montgomery County Parks Recreation and Open Spaces Plan comprehensively looks at present and future needs for recreation facilities, natural areas, and historic resources in the county and provides recommended strategies for meeting these needs. (Further) It provides overall policy guidance for park and recreation planning in the county."
- "The Sarasota County M.P. is structured to evaluate the current level of service and make recommendations for improvements through 2020. The plan results from intensive study of both the existing location and conditions of parks and recreation facilities and the real and perceived future needs and desires of Sarasota County's citizens."
- The M.P. is (both) comprehensive and strategic in nature. It provides Gwinnett County with a roadmap for addressing its parks and recreation issues and needs by providing solutions for improving the provision, quality and quantity of parks, facilities and services. The process remains a product of extensive research, technical expertise, and first and foremost consultation with the public.

Slide 8



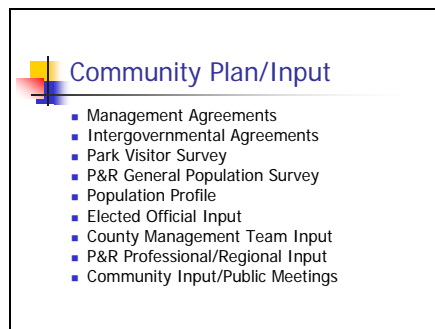
As with many agencies, it is not a lack of planning endeavors but rather limited alignment and integration of those efforts into a long-range vision that keeps an organization from reaching its full potential.

The strategic plan focuses on mission, vision and values coupled with goals and objectives to ensure implementation. Comprehensive planning is essentially a development plan interrelating programs and services and physical resources.

Internal systems plans are essential for effective operational management and include maintenance plans, marketing plans, business plans, emergency plans, etc.

Community planning and input implies that a commitment of people to work together from other governmental and it implies planning for the community by listening to the needs and desires of its populous.

Slide 9



Slide 10



### Strategic Plan-MFR (Managing for Results)

- Mission
- Vision
- Values
- SWOT
- Goals
  - Service
  - Activities
  - Programs
- Performance Measures

Slide 11



### Comprehensive Plan-Recreation & Education

- Inventory of MCPRD, Concessionaire & Regional Services, Materials & Programs
- Assessment of Needs, Preferences and Benefits
- Park Master Plans
- Mission and Vision
- Gap Analysis

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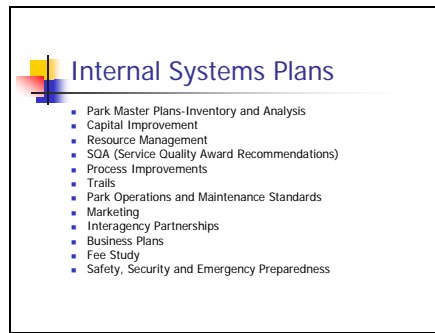


### Comprehensive Plan-Resources and Facilities

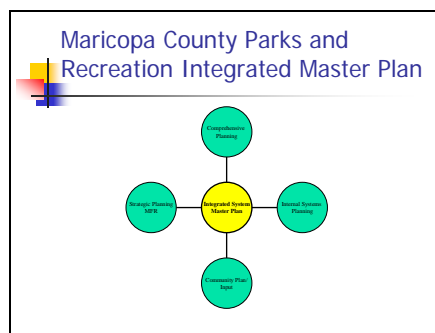
- Inventory of MCPRD, Concessionaire & Regional Resources and Facilities
- Classification System
- Assessment of Needs, Preferences and Benefits
- Mission and Vision
- LOS
- Design Guidelines and Standards
- Future Property/Site Analysis



Slide 13



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The strategic plan focuses on mission, vision and values coupled with goals and objectives to ensure implementation. Comprehensive planning is essentially a development plan interrelating programs and services and physical resources.

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Slide 15



### Scope of Work—Pima County

- Identification of stakeholders
- Establish project team and advisory group
- Work plan development
- Comprehensive asset inventory
- Data collection and analysis
- Analyze facility access and equity
- Review organization programs operations and structure
- Public participation process


Slide 16



### Scope of Work—Pima County

- NRPA accreditation
- Volunteer and donations program analysis
- Defining features
- Integrate Pima County trail plan
- Develop design language and construction standards
- Funding recommendations
- Technology plan
- Marketing Plan and branding strategy

Slide 17




### Scope of Work—Gwinnett County

- Review and analyze existing planning documents
- Census/demographic analysis
- Leisure trends analysis
- Facility and park inventory
- Benchmarking study
- Programming inventory and analysis
- Operations and staffing inventory and analysis

Georgia

Slide 18



### Scope of Work—Gwinnett County

- LOS standards
- Service gap analysis
- Public participation process and web survey
- Goals and strategy development
- Park system concept
- Land and capital needs list and plan

Slide 19




### Scope of Work—Sarasota County

- Steering committee development
- Public input process
  - Public workshops
  - County surveys
  - Interest groups
  - Staff
- Mission and visioning process
- Guiding principle development
- County profiling


Florida

Slide 20



### Scope of Work—Sarasota County

- Facility inventory and assessment
- Facility needs and standards
- Capital improvement program
- Goals, objectives and policies
- Funding opportunities
- Guidelines for implementation



### Integrated System Master Plan

- Purpose??
- Components/Scope??
- Timeframe?? (5yr., 10 yr., 20 yr.)
- Advisory/Steering Committee??
- Commission Direction and Involvement??

What is the purpose of this master plan. Remember the purpose outlines the reasons for conducting the plan and the philosophy that will guide the planning process. For example, as some of the other plans mentioned, to provide a long range planning tool, to develop the desired future for the department or to guide in the development of policy. Some of the philosophical groundings mentioned in the other plans included ensuring adequate public input and integration of existing plans and studies.

The scope outlines those specific elements that need to be studied or analyzed or products that are to be delivered. For example an inventory of current physical resources, level of service standards or an analysis of future land acquisition and capital development projects might be considered specific scope items.